

**NEVADA DEPARTMENT OF CORRECTIONS
ADMINISTRATIVE REGULATION
412**

**ARMORY WEAPONS AND CONTROL
(TEMPORARY)**

Supersedes: AR 412 (5/2/91)
Effective Date: 07/19/09

AUTHORITY

NRS 209.131

RESPONSIBILITY

The Associate Warden of Operations is responsible for the availability, control and use of all security equipment.

The Armory Officer is responsible for the day-to-day operation of the Armory.

412.01 ARMORY PROCEDURES

1. Employees certified to carry firearms shall be assigned to positions that are not accessible to inmates, i.e., towers, gun walks, mobile patrols, etc., except in emergencies.
2. When weapons or ammunition are delivered to the armory, the officer in charge will receive and sign for the number of boxes or packages.
 - A. Packages or boxes will remain unopened.
 - B. The armory officer will notify the Warden and the Associate Ward of their arrival.
 - C. Designate representatives to jointly receive and cause the weapons to be properly inventoried.
 - D. When weapons and/or ammunition are delivered to, or unloaded at the supply warehouse, they will immediately be placed in a secured area and a call placed to the Associate Warden of Operations/designee who will immediately send a qualified person to pick up the property and lock it in the armory.
3. Any weapons reported missing, broken, damaged, lost or stolen will be immediately reported to the Deputy Director North/South by the Warden. Follow-up written documentation will also

be sent to the Director via the Deputy Director North/South as well as the Office of the Inspector General using the NOTIS incident function.

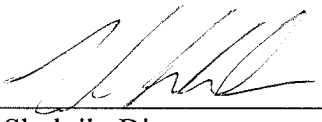
4. A classified manual has been developed to provide details of the operation of the armory.
5. All institutions will develop written procedures that are in compliance with this regulation for the handling, storage, and issuing of weapons.

APPLICABILITY

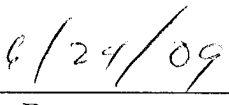
1. This directive is applicable to all employees of the Department
2. This AR requires an audit

REFERENCES

ACA Standards, 4th Edition, 4-4200, 4-4201



Howard Skolnik, Director



Date